



White Meadows Primary Academy

Whitelea Road, Littlehampton, West Sussex, BN17 7JL

Tel: 01903 731774, email: office@whitemeadows.w-sussex.sch.uk

Executive Headteacher: Mrs. L. Gould

Head of School: Mrs. Y. Kidd

13th March 2018

Dear Parent/Carer

Parents' Consultation - Online Appointment Booking System

I would like to invite you to attend our Parents' Evenings on Wednesday 21st March 3.15-7.15pm and Thursday 22nd March 3.15-4.15pm. This is an important evening and provides you with an opportunity to discuss your child's progress with your child's class teacher.

If your child is in the Nursery, please see the Nursery teacher to book an appointment.

If your child is in Pine Class, consultations will be 20th and 21st March.

We will be using the online appointment booking system which allows you to choose your own appointment times with teachers and you will receive an email confirming your appointments. Appointments can be made online from 4pm today (Tuesday 13th March).

Please visit <https://whitemeadows.parentseveningsystem.co.uk> or use the link via the school website to book your appointments. (A short guide on how to add appointments is attached). Login with the following information:

Child's First Name: Use your child's "preferred" forename that matches our records

Child's Surname: Use your child's "preferred" surname that matches our records

Child's Date of Birth

If you have more than one child at White Meadows, please allow 5 minutes between appointments to make your way to the next classroom.

Should you experience any problem with booking your appointment online, firstly try changing the marital status Ms, Miss or Mrs, as your details have to match our records held at school; please contact the school office should you need assistance.

Yours sincerely

Ms Y Kidd

Head of School

"Laying the Foundations for Life"



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